

CLACKAMAS COUNTY FAIR BOARD

April 9, 2020

5:30PM – Zoom Video Conference

Minutes

1. CALL TO ORDER

President Ted Kunze called the meeting to order at 5:30pm. Fair Board Directors in attendance included, Vice President, Gary Linton, Secretary, Raeline Kammeyer and Directors Matt Bunch, Shirley Byrne, Lauren Humphreys and Greg Parker.

CCFEC staff included Executive Director, Laurie Bothwell, Marketing and Vendor Coordinator Tyler Nizer Accountant Wanda Conlin.

Guests included Commissioner Ken Humberston, Business and Community Executive Director Laura Zentner, Rodeo Committee President Dick Eagle and Rodeo Committee Secretary Jim Williams.

2. CITIZEN COMMUNICATION

- a. Correspondence – Gary received a letter from L. Fanger

3. CONSENT AGENDA (Motions Needed)

- a. Minutes from the March 12, 2020 Fair Board Meeting

4. UPDATES

- a. Executive Director Report – Laurie and Tyler have been working from home. Laurie's Dr. has recommended she stay home until June 1st. We are practicing social distancing in the office, with Ruth and Cindy working different shifts.
- b. Fair Board Individual Reports – Dick Eagle said that we need to inform the Stock Contractors before the end of May if we will be having a rodeo.
- c. Shirley said 4H Horse Advisory has cancelled all events thru May and she is not confident they will even have horse fair this year.
- d. Greg commented about the motor vehicle registration fee. He also mentioned that the Transient Lodging Tax, TLT, will be very low because of COVID. Greg wants transient room tax figures for the coming year from commissioner Ken Humberston. He also asked how much property taxes were going to fall. Ken said they are still in good shape, but TRT is bad and tourism has fallen considerable.
- e. Fair Board Committee Charter updates
 - i. Facilities – Nothing to report.
 - ii. Finance – Nothing to report.
 - iii. Human Resources – Nothing to report.
 - iv. Rodeo Committee – Contracts are in. The new cattle pens have been set up by the RC Members.
- f. Commissioners Report – Focus at the County is COVID-19. Flattening the curve. TLT will be affected.
- g. CCF Improvement Foundation Report – Nothing to report.

5. OLD BUSINESS

- a. Bills for review – March 1-31, 2020
- b. Budget 2019-20 and 2020-21
- c. Business Plan and Strategic Plan-No Update
- d. MOU with 4H – No update
- e. Taste & Tunes / Spring Garden Fair – Plans are to do the two events together, if Covid-19 rules allow people to gather.
- f. 2020 Fair – Clearly the Best! – When does the Board say go or no go for the Fair due to COVID restrictions. Laurie is to write a 30-60-90-day plan and send it to the Board before their next meeting. Shirley mentioned that 4H Horse Programs have been cancelled through the end of May. Concerns for our Rodeo if others before us have to cancel and we have less Sponsors. Ted would rather be optimistic and not pessimistic. He hopes we can keep the Fair alive and come together as a community. Ken, we have a good shot of having the fair. However, we should plan for the worst.
- g. CRA Signage -No meeting was scheduled.
- h. Other Old Business

6. NEW BUSINESS

- a. CORONAVIRUS (COVID-19)
 - i. Cancelled Events – List was emailed to each Board member for their review. Shirley mentioned that negative air doesn't seem to contain the virus.
 - ii. Pending Events
- b. Other New Business

7. GOOD TO THE ORDER

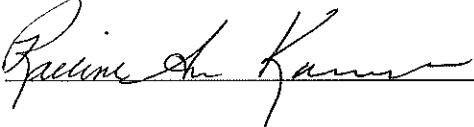
- a. Check signers for Friday, April 17 will be Gary and Raeline. Check signers for Tuesday, May 5th will be Ted and Lauren.
- b. Ted mentioned that our staff should not be timid or fearful letting the Board know bad news. There is not play book for what is currently happening. Be creative and flexible.
- c. Greg asked Shirley for her comments about COVID-19. Shirley gave an update of what has been happening at the hospitals and stated that every facility is not prepared for negative air.

8. NEXT FAIR BOARD MEETING

May 14, 2020 at 5:30PM – Zoom Video Conference

9. ADJOURNMENT

With no further business to come before the Board, Ted moved to adjourn at 5:49pm. Raeline seconded the motion. All in favor, motion carried.

Respectfully Submitted  _____, May 14, 2020